

4221 - PAINT SUPERVISOR

NATURE OF WORK

Highly skilled technical and supervisory work at the masters level as a painter in the construction, maintenance and repair of city facilities. Persons listed under this classification must have master experience as a painter.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

Supervises, plans, assigns, audits and performs skilled painting work in the construction, maintenance and repairs of city facilities.

Furnishes technical advice and assists city departments and the public sector regarding selective painting and repairs of facilities.

Researches and prepares complex, detailed reports pertaining to the maintenance and painting of 108 buildings, 39 bridges, 12 fountains, 2 swimming pools, 34 water and sewer stations, public parking lots, playground equipment, street light poles, bus and park benches, statues and monuments.

Maintains inventory of supplies, colorants, paints, signs and equipment.

Recommends the purchase of necessary supplies.

Prepares and maintains required reports and records on attendance, cost, and work assignments on a daily basis.

Effects technical training for personnel, safety methods, materials and techniques used in painting.

Acts as liaison between division, departments, contractors, court and the public.

Assists division head and co-supervisors in carrying out related work as required.

Establishes and routes necessary work needs for special events, Festival of the Arts, Orange Bowl, Tennis Tournament, graffiti clean up for different events.

Checks and surveys city facilities for repairs and painting.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge and skills in painting for construction and finish work including methods, materials, and techniques.

Thorough knowledge and skills in a variety of related building trades.

Knowledge in the use and operation of related hand and power tools.

Ability to plan, schedule, prepare and direct work of skilled and unskilled workers.

Knowledge of related occupational hazards and standard safety procedures.

Ability to read and work from blueprints and sketches.

Ability to do carpentry as required.

MINIMUM REQUIREMENTS

Five (5) years full - time experience as a painter. Thorough knowledge of skills in painting for construction and finish work including methods, materials and technique. One (1) year supervisory experience. Driver's license.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, word processor, calculator, copier, and fax machine. Assembles and disassembles scaffolding. Digging holes for sign installation. Assist other sections with digging trenches and pulling cables. Installation of various sizes of banners at heights..

SUPERVISION RECEIVED

General and specific assignments are received from an administrative supervisor. Work is performed with wide latitude for the use of independent judgement in the selection of work methods and procedures and is subject to review for compliance with and achievement of departmental standards and objectives.

SUPERVISION EXERCISED

Plans, assigns, supervises, and evaluates the work of highly skilled trades, semi-skilled, and unskilled workers.

Rev. 4/96 (minimum req.)